Hugh Boyd Secondary School

Parent-Teacher Conferences: Parent Instructions

Booking Website:

https://tinyurl.com/boyd-ptc

We are looking forward to meeting with parents and caregivers during our upcoming Parent-Teacher conferences. All conference times can be booked online. Please see below for instructions.

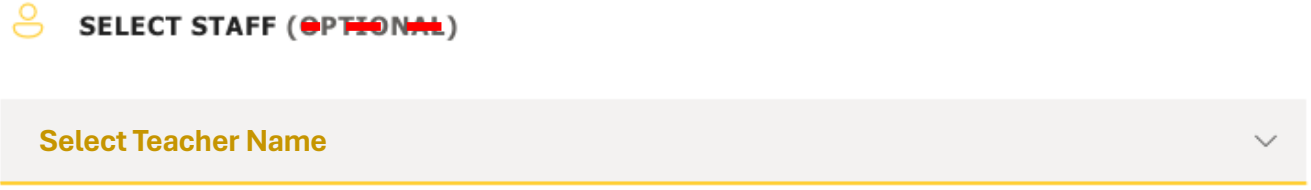
Key Details

- Conference slots are 7 minutes, with 3 minutes of transition from one appointment to the next.
- Parents should only book with a teacher for 1 time slot. If more time is needed, please connect with the teacher directly to schedule an alternate time.
- Parents will receive an email confirmation after booking appointment.
- Reminder emails will be sent prior to the appointment.
- All bookings close at noon on the day before the start of conferences.

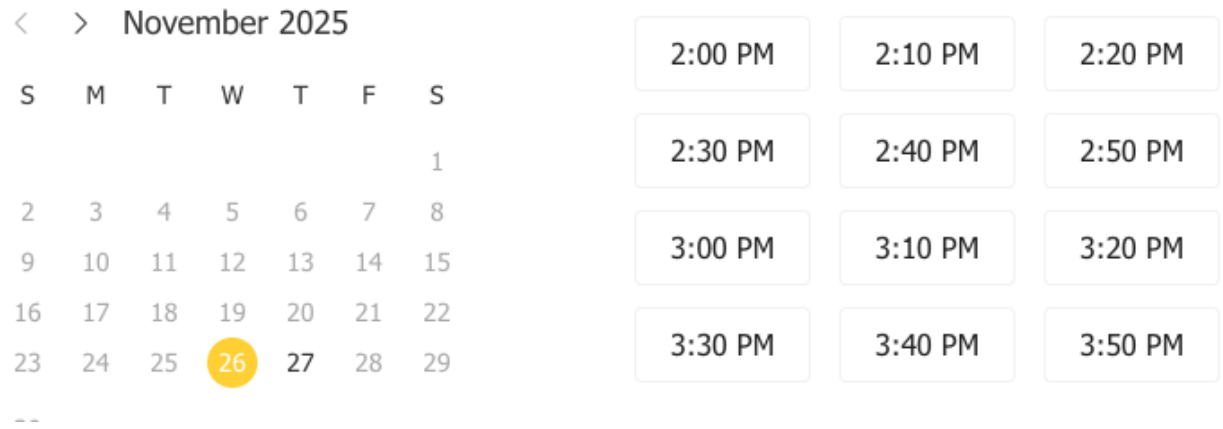
How to Book an Appointment

1. Visit https://tinyurl.com/boyd-ptc or scan the QR code above.

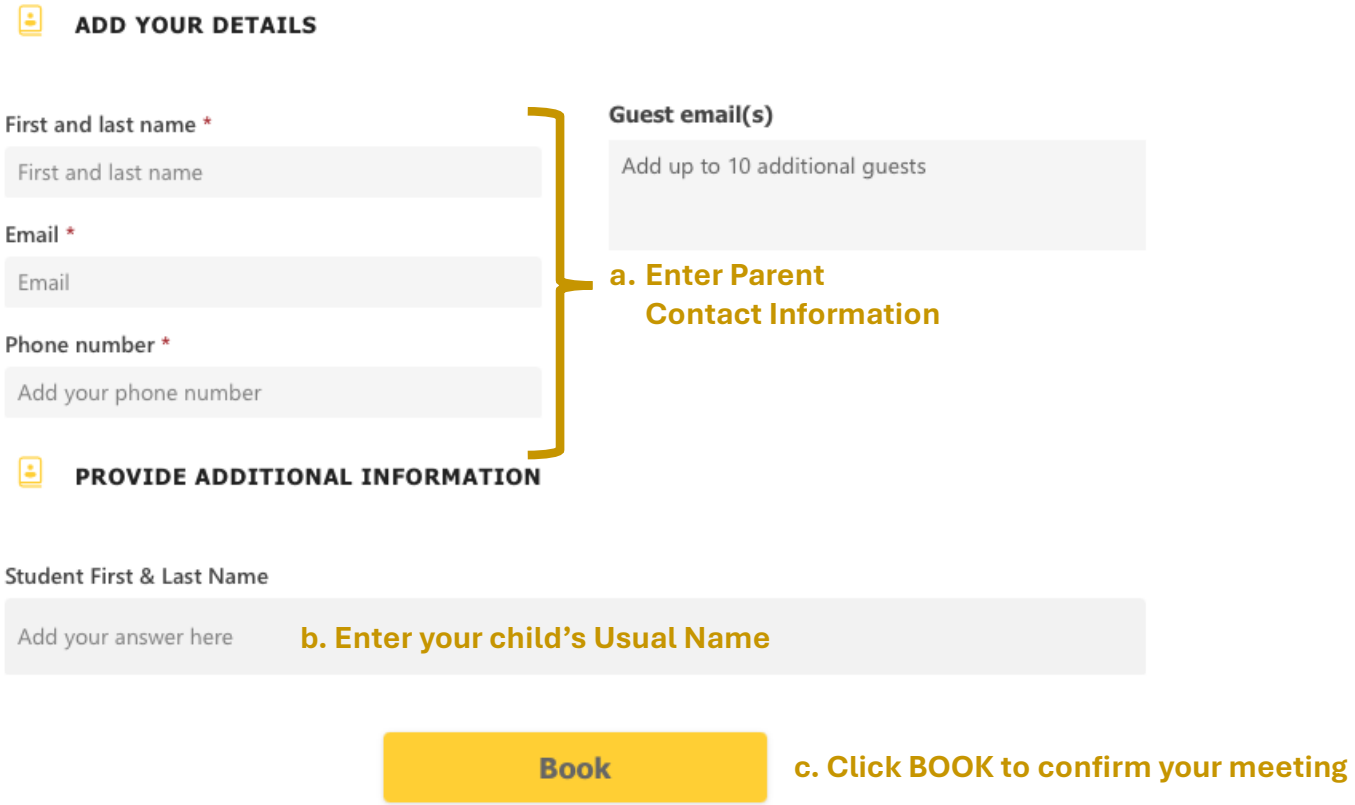
2. Select a teacher.
   (This is ***not*** optional even though it says it is. Please do NOT leave this set to "Anyone").



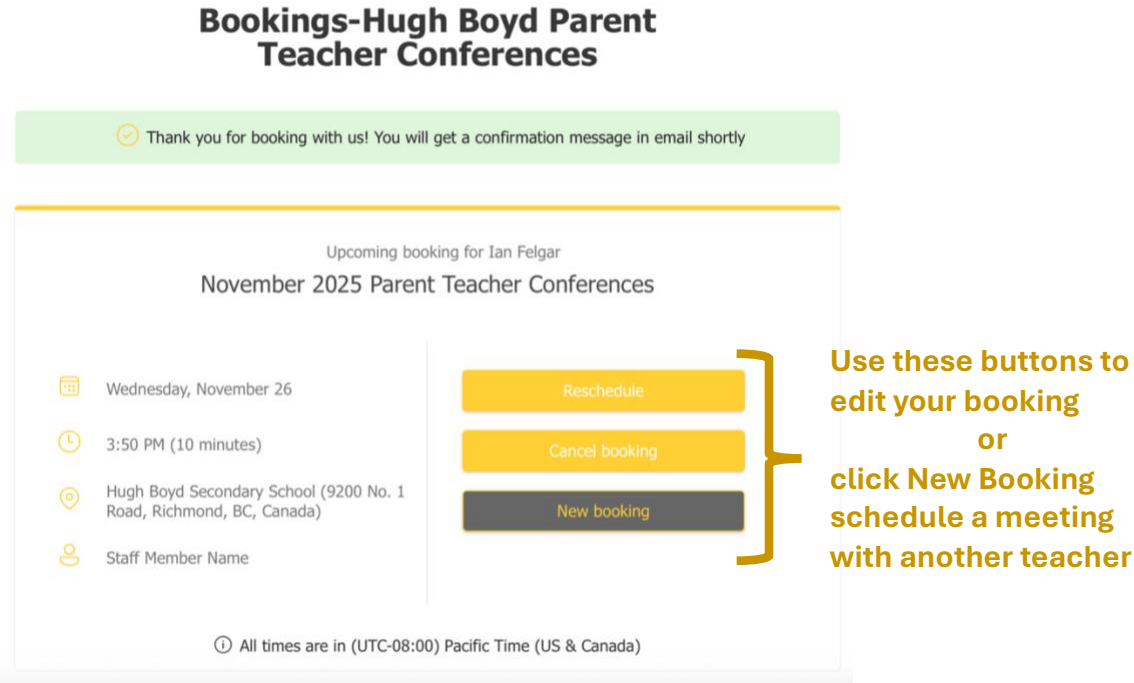
3. Select the day and an available time slot.
   Only times that are available for the selected staff member will appear.



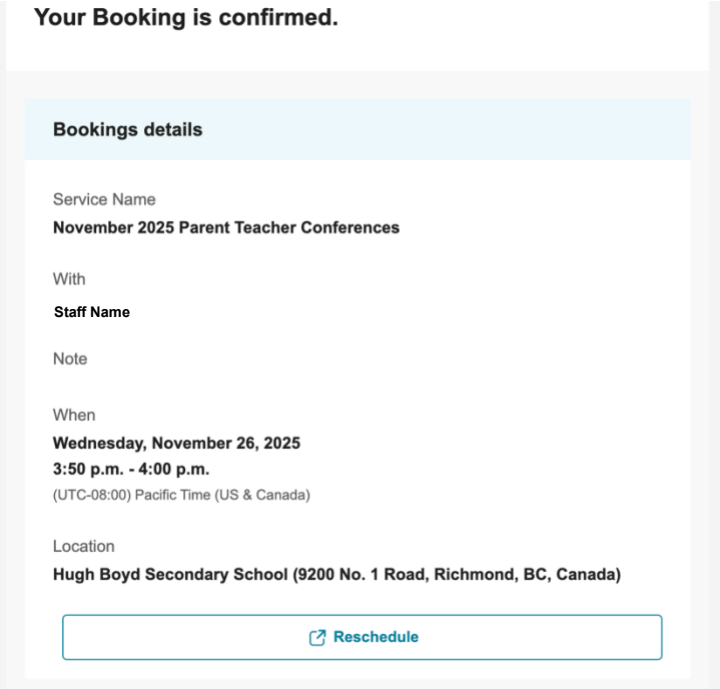
4. Enter your contact information.



5. Your booking is now complete, and you should see the confirmation message below.



6. You will also receive a confirmation email with the details of your appointment. Note that you may need to check your spam folder if you do not see this message.
    - If you need to reschedule an appointment, please use the 'reschedule' button at the bottom of the email.
    - You can use the attached .ics file to add this appointment to your digital calendar.



Need Support?

If you have any questions or need assistance, contact Hugh Boyd Secondary School at boyd@sd38.bc.ca or 604-668-6615.